

**SHELBY COUNTY, KENTUCKY  
EMPLOYER'S RETURN OF LICENSE FEE WITHHELD**

If no wages were paid this period, mark "NONE" and return this form.

- 1. Salaries, wages, commissions & other compensation paid all employees for services within Shelby County. \$ \_\_\_\_\_
- 2. Employee license fee withheld @ 1.00% \$ \_\_\_\_\_
- 3. Adjustment for preceding quarters (past due balances / underpayments) \$ \_\_\_\_\_
- 4. Penalty (per annum) - 5.00% \$ \_\_\_\_\_
- 5. Interest (per annum) - 12.00% \$ \_\_\_\_\_
- 6. BALANCE DUE \$ \_\_\_\_\_

Phone No: _____	Account No: _____	Fed ID No: _____
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I hereby certify that the information, schedules, statements and exhibits filed herewith are true and correct.

Signed: \_\_\_\_\_

Official Title: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_

FOR PERIOD ENDING		
Month	Day	Year

RETURN DUE ON OR BEFORE		
Month	Day	Year

Make checks payable and mail to:  
Shelby County  
Occupational License Office  
**419 Washington Street  
Shelbyville, KY 40065**

Phone: 502-633-7685  
Fax: 502-633-7623



\*Indicate if name or address has changed.

----- DETACH HERE ----- \*COPY TO BE FILED WITH OCCUPATIONAL TAX OFFICE ----- DETACH HERE -----

**SHELBY COUNTY, KENTUCKY  
EMPLOYER'S RETURN OF LICENSE FEE WITHHELD**

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Phone No: _____	Account No: _____	Fed ID No: _____
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I hereby certify that the information, schedules, statements and exhibits filed herewith are true and correct.

Signed: \_\_\_\_\_ *COPY FOR YOUR RECORDS* \_\_\_\_\_

Official Title: \_\_\_\_\_ Date: \_\_\_\_\_

***COPY FOR YOUR RECORDS***

FOR PERIOD ENDING		
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**PLEASE DETACH THE TOP COPY, SIGN AND RETURN TO THE SHELBY COUNTY OCCUPATIONAL LICENSE OFFICE BY DUE DATE LISTED BELOW. YOU SHOULD INCLUDE ANY REMITTANCE WITH THE RETURN. THE SECOND COPY IS FOR YOUR RECORDS.**

OCCUPATIONAL TAX	DUE DATE
<b>1<sup>st</sup> Quarter</b> (January 1 thru March 30)	<b>April 30<sup>th</sup></b>
<b>2<sup>nd</sup> Quarter</b> (April 1 thru June 30)	<b>July 31<sup>st</sup></b>
<b>3<sup>rd</sup> Quarter</b> (July 1 thru September 30)	<b>October 31<sup>st</sup></b>
<b>4<sup>th</sup> Quarter</b> (October 31 thru December 31)	<b>January 31<sup>st</sup></b>